

Town of Corinth
Board of Selectmen
P.O. Box 461
Corinth, VT 05039

Minutes of the Financial Meeting
April 1, 2021

Attending for the Board: Rick Cawley, Carl Demrow.

Others attending: Dick Kelley, treasurer; Karen Galayda, assistant treasurer; Suzanne Hansen, board financial assistant, Nick Kramer.

The meeting was held as a Zoom call. Cawley read a notice authorizing this public meeting to be conducted by remote access, in accordance with a special provision of Vermont's Open Meeting Law. It was called to order at 4:02 p.m.

Orders for Payment

March orders were first. Cawley asked about the cleaning situation at town hall. The contractor has not been coming in due to less traffic. Kelley noted the floor was getting a bit grimy. Galayda and Kelley will follow up with the contractor to ask her to come in and clean. Cawley moved to approve payroll for March and to authorize Kelly and Galayda to sign the names of the present members to the payroll. Demrow seconded. The motion passed unanimously. March payables were up next. The missing library check for the renovation grant was mailed on the 8th of March and not received until yesterday. Cawley moved to approve the March payables and to authorize Kelly or Galayda to sign the names of Cawley and Demrow. Demrow seconded, motion passed unanimously.

The bond payment was discussed briefly and Galayda noted that the number for the school was a placeholder estimate since the town has not yet received the bill from the school. Cawley moved to approve the April warrant and to authorize Kelly or Galayda to sign in the names of Cawley and Demrow. Demrow seconded, motion passed unanimously.

Audit

Reconciliations for the bank account at Peoples has been done. Kelley contacted the auditor and asked if he needed any further information and he asked for a few more items. Kelley and Hansen will make sure he gets what he needs. Cawley asked if we had a FY 19 audit and that audit has been completed according to the 2020 town report. Kelley is expecting we will have the 2020 audit before town meeting. Cawley thanked Hansen for getting the reconciliations done and Galayda has been working with Hansen to be certain that we are in a good place to close the books on FY 21 by late summer. Galayda noted that we will likely be over budget by \$20K by year end in the treasurer's department due to the problems that needed to be cleaned up.

Phone system

Kelley has conferred with the town's IT consultant Scott who recommended Key Communications. Key was the place Kelley was going to check in with after conferring with Scott. The owner of Key, Steve Knapp, used to live in Corinth. Knapp suggested waiting until we have high speed internet before we re-do the phone system. Our choices are: stick with the current system; purchase an office system as a bridge, or wait. If we had a fiber connection, we could have a state of the art system for less than \$1,000. Kelley noted that replacing our system with an office bridge would be several thousand dollars or as Kelley said twice as much. Kelley is waiting on a quote from Key for both an interim system. Five

handsets would be all that are needed- 3 in the clerk's office and 2 in the lister's. We will wait to get a quote from Key and look to get a better sense of when broadband will come to Cookeville before we make a decision on this issue.

Cawley noted that we are done with the financial section of the meeting and that while we still have some more business, those involved with the finance pieces are free to go.

Planning commission in-person meeting request

Cawley briefly outlined the history behind the request. Demrow asked if there was some way that this would violate the governor's guidelines if social distancing, masking, occupation caps, etc was followed. Cawley noted that there was no carve out in the governor's guidelines and that we simply need to make a decision on this. Demrow asked about risk and Cawley said he felt risk to the town was low. Demrow made motion to approve the request on a one-time basis and Cawley seconded. Motion approved unanimously.

Town Meeting Warning distribution

The board briefly considered how to best distribute the warning for town meeting, since it was not printed in the town report. The warnings could be mailed in the report as an insert, published online, in the newspapers and posted, and/or mailed separately. The town report was printed stating that the warning will be an insert in the report. Action will need to be taken at the board's meeting on the 12th.

New business

Kelley mentioned that he believes the town should have an investment policy that guides how investments are made, structured, and reported to minimize confusion, paperwork, and staff time future audits. Kelley noted the significant funds the cemetery commission has invested and he does not know of an existing policy. Cawley has looked into this a bit. There are statutes for this issue but aside from that, there is not a lot of clear guidance. The question also involves the independence of the cemetery commission. Kelley maintained that the funds need to be restructured to make them more audit friendly as they have delayed audits and resulted in lots of staff time.

Demrow mentioned the possibility that the town could be receiving funds from the most recent federal relief package to the states. Kramer noted that the current guidelines seem to indicate \$140K coming to Corinth with the possibility of more but all will need to be funneled through the legislature, and they may decide on other priorities for the money.

Demrow made a motion to go into executive session to discuss a personnel matter. Cawley seconded and at 5:21, the board went into executive session.

The board came out of executive session at 5:24. Cawley made a motion to offer the job of selectboard clerk to Anne Rosten, commencing with the April 12 meeting. Demrow seconded, motion passed unanimously. Demrow will follow-up with Rosten and Tudish to see what makes most sense for April 12.

Cawley moved to adjourn and Demrow seconded. Meeting adjourned at 5:27 PM